



LACEY CIVIL SERVICE COMMISSION
Meeting Minutes
05/05/2025
In Person and via Zoom

MEMBERS PRESENT:

Amanda Vey, Commission Chair
Mark Brown, Commissioner
Madeline White, Commissioner

STAFF PRESENT:

Leialani Su'e, Human Resources Director/Civil Service Examiner & Secretary
Robert Almada, Chief of Police
Robert Hollis, Deputy Chief of Police
Shannon Barnes, Lieutenant

MEMBERS OF THE PUBLIC PRESENT:

None

CALL TO ORDER/ROLL CALL:

Commissioner Madeline White, called to order the May 5, 2025, Civil Service Commission meeting in lieu of Commission Chair Amanda Vey. The meeting started at 12:15 pm.

LAND ACKNOWLEDGEMENT:

Commissioner Madeline White reads tribal land acknowledgement to open the meeting.

APPROVAL OF THE AGENDA:

Commissioner Mark Brown motioned to approve the May 5th, 2025, agenda as published, was moved by Commissioner Madeline White and was seconded by Mark Brown. Agenda passed unanimously by the Commission.

APPROVAL OF THE MEETING MINUTES:

Commissioner Mark Brown motioned to approve the February 3rd, 2025, meeting minutes as published, was moved by Commissioner Madeline White, seconded by Commissioner Brown. Meeting minutes passed unanimously by the Commission.

PUBLIC COMMENT

No public comment.

BUSINESS:

A. Command Staff Quarterly Report (Quarter 1 January - March 2025)

Police Chief Robert Almada reported that in this past quarterly period (January 1st 2025 – March 30th, 2025), there was no applicant data to report as the public safety testing reissued a new scoring test and the portal was closed down as of December 31, 2024. Public Safety Testing did a new validation test, and in addition the job description was being updated by HR. That process is being finished now, and the hiring portal should be opened in the next couple of weeks or so. Police Chief reports there was a swearing in ceremony of Lieutenant Jaime Newcomb, which in turn caused the promotion of Sergeant Aaron Pruneda and promotion of Corporal Jimmy Williams and Corporal John Covais. Police Chief noted that Commander Mack officially retires at the end of the month May 31st, and will be recognized at the City council meeting with a commendation. We had one officer that was separated from training during this past period for failure to meet standards. That is the end of the report for the police. Commissioner Mark Brown asked the Police Chief and Deputy Chief (or City lobbyist) regarding the new legislation that passed and budget proviso that creates a \$100 Million dollar grant program for hiring new police officers, if they had a chance to read through that. Commissioner Mark Brown wanted to know if Lacey would be able to apply for that. Police Chief Almada stated that there are numerous stop gaps that prevent anyone from applying at this time. Based on training that has not been developed, an approval process that has yet to be determined, there is no funding aspect to the bill itself, and requires a legislative process that has yet to be determined/ designed and it has been labeled as the lowest legislative priority. Essentially it is not funded/ approved. Commissioner Madeline White asked if there were any other bills that passed which impact the Lacey Police Department. Police Chief Almada did not note any specific bill that was passed.

B. Appointment of Civil Service Examiner/Secretary

Human Resources Director Leialani Su'e requested that the Civil Service Commission appoint the Civil Service Examiner/Secretary role to Human Resources Analyst (in-training) Irakl Uong. Irakl has been in-training for the past year (almost) and will promote officially into the full HR Analyst role on June 1, 2025. HR Director Su'e proposed to move Irakl into the role as of June 1, 2025, and all exam plans being reviewed for eligibility lists by Irakl as of that date. The next set of oral boards are set to run at the end of the month, or first week of June. HR Director Su'e noted in response to the Chief's report out, the postings are up and running this past week (Entry Level and Lateral). They are both live in the portal taking applications. Commissioner White asked HR Director Su'e what they would be doing with this appointment, and Director Su'e noted they would continue to work in their director capacity. Commissioner Mark Brown moved that the commission appoint Irakl Uong as the official Civil Service Examiner/Secretary as of June 1, 2025, and Commission Chair Amanda Vey seconded the motion. Appointment of Irakl Uong was voted unanimously by the commission as the new Civil Service Examiner/Secretary as of June 1, 2025.

C. Civil Service Rules Update

Human Resources Director/Civil Service Examiner Leialani Su'e reports that HR has been working on the civil service rules update, specifically around the language for rehire provisions, to make them clearer. HR has made some changes in the rules for the Commissions consideration. The first small change in the rules is a change in Section 2, adjusting the time start of the Commission meetings to 12:00PM, rather than the current 12:15PM. There is a limitation in the zoom technology that makes the 12:15PM time burdensome, so the change would take effect after the August 2025 meeting since the rules need to be officially approved at that date. The next change proposed is in the eligibility lists language, where we

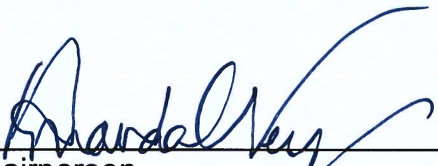
note all of the lists we maintain for the ranks in the Lacey Police Department. After 2025 the City will no longer have the rank of Commander, so making the update now. The LPSMA Union was asked if there were questions prior to this proposed change. Lieutenant will be replacing the rank of Commander. The last change in the Leaves and Resignations Rule, the term 'Reinstatement' is being replaced with "Rehire" due to the meaning granted to reinstatement with regards to the commissioned arbitration eligible staff. The term rehire makes this clearer, and there is built in language to cover what happens when benefits are reinstated. This language reflects what was given to the previous two rehires that were brought back in this past year. HR Director Su'e reads the full language change from this updated section of the Civil Service Rules (Attached with Agenda). HR Director Su'e notes that the rules would be sent to the Police Department staff next and brought forward to the Commission in August for final approval. The Commission approves that the draft be moved forward in the process, to be approved formally in August.

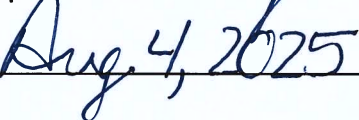
Commissioner Mark Brown asked Police Chief Robert Almada about doing a ride along, and the Chief will have the Police Department reach out to both Commissioner Madeline White and Commissioner Mark Brown to set up the appointment.

Commissioner Madeline White moved to adjourn the meeting at 12:30PM.


The meeting adjourned at 12:30PM.

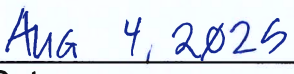
The next Commission Meeting will be held on August 4, 2025 @ 12:15pm (in person and virtually via Zoom).



Chairperson


Date



Recording Secretary


Date